



OLD VALUES - NEW HORIZONS

## COMMUNITY DEVELOPMENT

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### Planning Board Approved Minutes

Wednesday, May 11, 2016

7:00pm @ Community Development Department

#### Attendance:

Chairman Paul Gosselin, present

Margaret Crisler, excused

Dan Guttman, present

Kathleen DiFrusia (alternate), excused

Gabe Toubia (alternate), present

Ross McLeod, Board of Selectmen member, excused

Vice Chair Kristi St. Laurent (7:09pm)

Alan Carpenter, excused

Ruth-Ellen Post, present

Matt Rounds (alternate), excused

Jennifer Simmons (alternate), present

#### Staff:

Laura Scott, Community Development Director

Anitra Brodeur, Minute Taker

The Chairman began the meeting at 7:06pm.

Vice Chair St. Laurent arrived at 7:09pm.

#### SNHPC Complete Streets Toolkit Presentation

Ms. Sylvia von Aulock came to talk about the Complete Streets Toolkit. She used Concord, NH as an example of Complete Streets. Many businesses gained rather than lost business during construction. There are “bump outs” and a shorter cross walk distance. Ms. von Aulock went through the Complete Streets power point presentation explaining the program. She also discussed the Stakeholder/Advisor Team.

The Complete Streets Policy Study Group invited state lawmakers to join a Complete Streets tour around Manchester; the lawmakers opted for the bus. Ms. von Aulock also discussed Green Drainage Solutions along with Complete Streets together. The trend is for smaller communities to be developing Complete Streets. Rural, suburban and urban challenges are all unique. “The fog line” was also highlighted as a way to give all travelers their space on the road. The initiative is inviting all of the communities to apply. Sylvia also referenced the Toolkit material given to the Board.

Parking spaces became “parklettes” that were temporary so people could check it out and see if they liked it as part of a demonstration project.

Mr. Guttman stated that Windham has no “downtown” per se unlike the other communities in the presentation. How does a town like Windham make that change? How do we bring out the nicer points of Windham to make it more enticing as a “Main St.” style concept?

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Ms. Scott stated that DOT has endorsed a Route 111 Corridor traffic study. It creates that corridor for bike lanes (Wall St. to Hardwood)

Ms. Post talked about connecting roads or links between shopping areas along Route 111 and how that might look. Is this something that the Complete Streets could help a community like Windham with?

Ms. von Aulock suggested fundamentally having a Complete Streets policy. That would be a good way to start.

The Complete Streets program is designed to be part of a whole city system, not just the downtown area. In Windham, the Board of Selectmen has not wanted to pay for installation and maintenance of sidewalks. With the constraints of the current width of streets, how do we negotiate fitting these concepts on to a typically sized road? Narrow roads exist in all communities; yet, there are also segments that can accommodate these concepts.

“Fog lines” could be marked off to accommodate other types of travelers other than cars. Paint would allow for the “fog lines” to exist without the need to the installation of curbs for sidewalks.

Under the concept of Complete Streets, a relative negative could be the longer lights for vehicles as pedestrians and bicycles cross. Traditionally, the most productive use with the least possible cost is in communities with more urban settings.

The deadline will be June 17<sup>th</sup>. 2016 for submission for a Complete Streets Project Application.

Windham does not have a Complete Streets policy but a lot of the ideas are in the regulations. We do not control highways; the DOT does.

Chairman Gosselin suggested to the Board that they contact him if they have an idea for the project. The Board has about 5-6 weeks to come up with a specific project. The members would need to come up with these ideas by June 1<sup>st</sup>. The topic will be addressed on that night's meeting.

Easement connections are the decision of private property owners. There are huge advantages to improve the roads for private property owners. There is the potential for connection from the rail trail to nearby roads. The Complete Streets can help with conceptual design work. They can also work with staff and the community to come up with a policy. A reference number for the price of paint would also be helpful to obtain, which Ms. von Aulock said she would look into.

#### **Workshop Items for Future Meetings (TBD)**

- Compilation of Questions for Legal Counsel Meeting

Ms. Scott addressed the Board about their upcoming meeting with Bernie Campbell, the town's attorney. She is looking to optimize the time with Mr. Campbell. He will be coming on June 1<sup>st</sup>. Answers to the Planning Board's questions are given in advance to the Board.

Ms. Crisler, who was not at the meeting, has forwarded her questions about elderly housing; she has three questions regarding 55 plus communities

Mr. Gosselin would like clarification on pervious vs. impervious pavement, the enforceability concept of porous pavement, and making sure it is operational per approved. What is the enforcement mechanism?

The Board would also like to discuss the definition of “clean” as it arose in Citizen’s Petition #1 on the ballot this March and will likely arise again.

Ms. Post would like to ask if there are strategies for creating more opportunity for the Planning Board to request variances where the Board has a way to bring more flexibility to the regulations.

Ms. St. Laurent would like to discuss the water/well issue. Is there a way to protect abutters’ wells when well testing is done prior to building the structure? What can the Board do when abutters are concerned about their well?

Mr. Toubia asked about the potential ramifications for the Board selecting their own Ballot language as opposed to the attorneys? Ms. Post does not see the merit of asking this of Attorney Campbell. Ms. Scott will point out the new Rules of Procedure and see if Attorney Campbell has any concerns.

Mr. Guttman asked about changing the minimum lot size. Currently it depends on soil based lot sizing. Windham’s lot size is larger than the required state minimum. Later, it was decided to omit this question but it is mentioned here as part of the discussion.

- Wells on Town Property for VCD Development for Board of Selectmen Meeting

Chairman Gosselin referenced the documents provided by Ms. Scott regarding wells in the VCD regarding town property. There is not just the one well over by the police station but there are a number of old test wells. Chairman Gosselin is wondering the merits of bringing this to the Board of Selectmen. Wells can be very useful to the growth of the village center districts, particularly restaurants in the Village Center District. The previous agreements for these wells have expired. There are a lot of questions regarding these expired agreements.

Ms. Post would like the support of the property owners to further investigate.

DES and Pennechuck are interested in bringing the water line down Route 111. The Board thinks that cost should fall to the developer and not the town if these projects were to go forward.

Chairman Gosselin polled the Board to see if they were interested in pursuing exploratory discussions about wells in the VCD with the Board of Selectmen. All present members would be interested in bringing this forward as a discussion topic to the Board of Selectmen. The Board sees this as a way for the Board of Selectmen to clarify their position about the topic as well.

### **Liaison Reports**

- WEDC (Ruth-Ellen Post)

The EDC would be coming to the Planning Board after they finalize their presentation about land use along Route 111. Ed Gallagher is the new Chairman and there is new emphasis on PBT. The EDC is looking for more ways to bring unique retail to Windham; the hope is that it will be presented in a way that is respectful to our staff. The Enterprise Drive property will need a variance so Mr. Letizio will be going in front of ZBA was also mentioned at the meeting. The EDC is a knowledgeable group regarding infrastructure upgrades as well.

- Beautification Committee (Kathleen DiFrusia)

Ms. Scott apologized for forgetting that Ms. DiFrusia was not going to be at the meeting.

Vice Chair St. Laurent suggested marking which trees flower so that they cannot be removed.

### **Master Plan 2015 Master Plan Phase I Workshop - Demographics Chapter**

There was not enough time to get this chapter revised for this week.

#### **Old/New Business**

Steeple has been restored. A bell-ringing event May 22nd

For the Housing Chapter of the Master Plan, it was suggested that there be a subcommittee of 4 people, 2 Planning Board members, 2 citizens. Ms. Simmons volunteered to be on the Board. Ms. Scott stated she would ask Charlie McMahon. Ms. Scott could also put an ad in the paper for citizen volunteers.

Adopt-a-Spot clean up for the Planning Board in the first weekend in June at Griffin Park.

The Board thanked the Community Development for recent current events to reach out to community members such as the well summit, rabies workshop, etc.

**The Board voted to adjourn at 8:35pm. Vote 6-0. Motion passes.**

**Respectfully submitted by Anitra Brodeur**